Vendors Guide to
E-SITE Proposal Price Reports (PPR)

July 2016

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Document Revisions

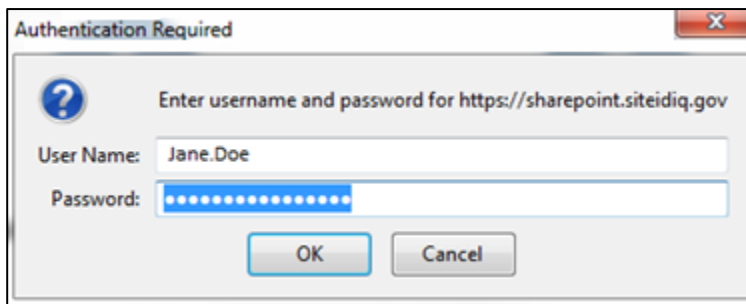| Revision Date	Revision Description	Revision
4/28/2016	Revised Delete a PPR section. This feature has been removed/disabled in SharePoint for vendors. Updated verbiage.	1
7/11/2016	Updated 'US Locations – By Group' table in Appendix C to correct inconsistency with E-SITE PPR template. Quantico, VA should be in Group 3, not Group 7. Revised E-SITE PPR template accordingly.	2

Log in to SHAREPOINT

1. Go to https://sharepoint.siteidiq.gov

2. Enter your SharePoint credentials at the login window:

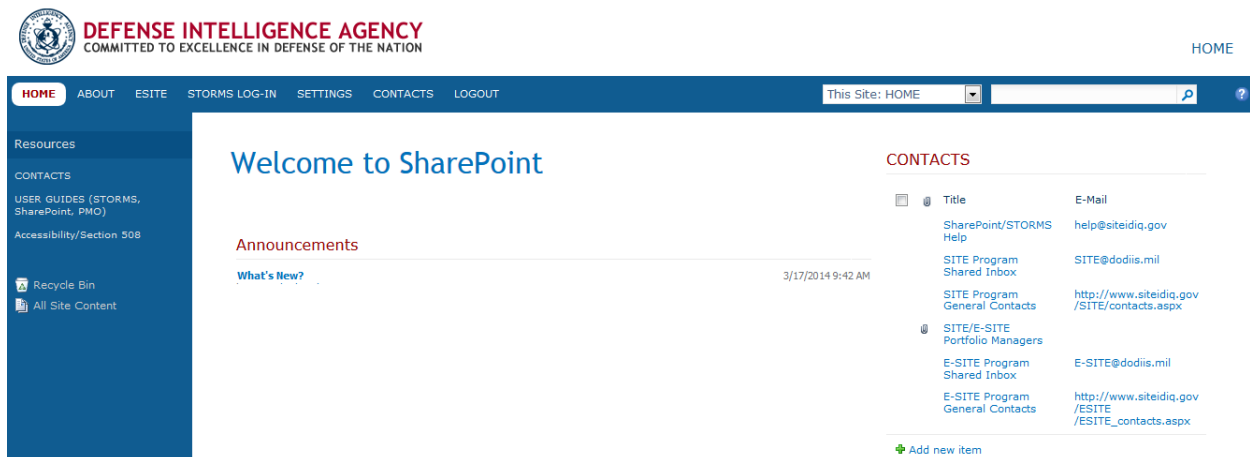   User Name: [login name]

   Password: [SharePoint password]

3. Click **OK**.

What will you see?

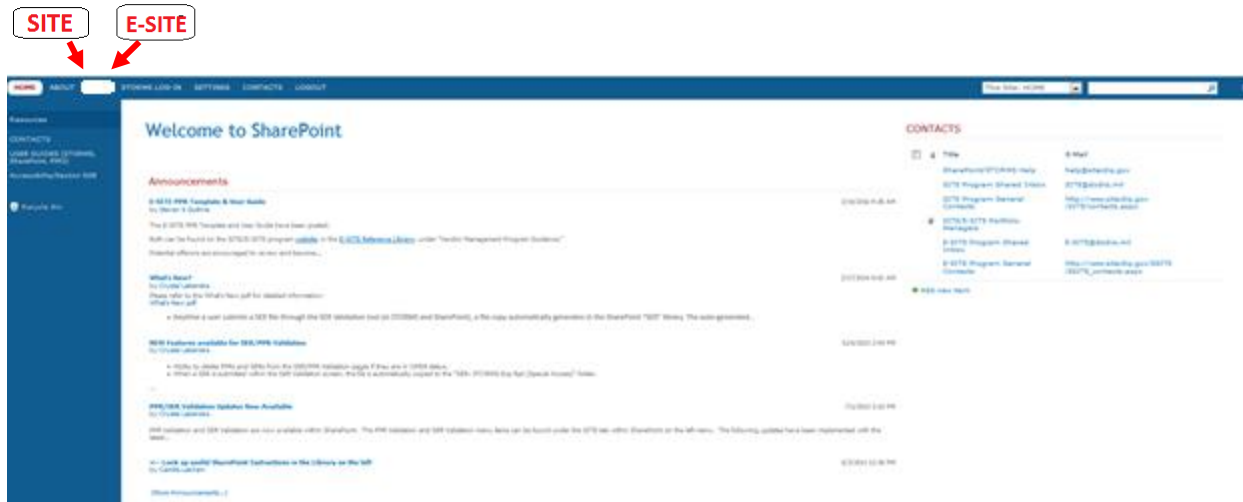The default Home page is "Welcome to SharePoint". The page will look similar to the figure below.

Contract Vehicle Home Page

The Contract Vehicle(s) that you are assigned to will appear in the top menu.

From the top menu, select the appropriate Contract Vehicle (ex. SITE, E-SITE) page to view.

E-SITE PPR Template

You must use the E-SITE approved PPR template.

The PPR file is an MS Excel 2007 or 2010 structured file. The PPR file name is composed of three parts preceding the file extension: the Vendor's IDIQ contract number, the Task Order Request for Proposal (RFP) number, and the E-SITE STORMS file type "PPR". Underscores ("_") are used for separators between each part preceding the Excel file extension (either ".xlsx" or ".xls").   The format is defined as follows:

> [Vendor's E-SITE IDIQ Contract #] + "_"+ [Task Order RFP #] + "_PPR" + [.File Type Extension]

This can be expressed simply as: IDIQ #_RFP #_PPR.xlsx (or .xls)

An example name is: **HHM402-15-D-00XX_HHM402-15-R-XXXX_PPR.xlxs** where HHM402-15-D-00XX represents an E-SITE IDIQ contract, HHM402-15-R-XXXX is the Task Order RFP number, "PPR" defines the E-SITE STORMS file format, and ".xlsx" is an Excel 2010 file type.

Note: A PPR file name **MUST** not contain an apostrophe (') or the file will not process within STORMS.

Proposal Spreadsheets Naming Convention

The names of the two spreadsheets contained within the proposal file are: "**TO_Labor**" and "**TO_Non-Labor**". Both spreadsheets must be contained within the file and the names of the spreadsheets must be labeled <u>exactly</u> as defined (see figure below).
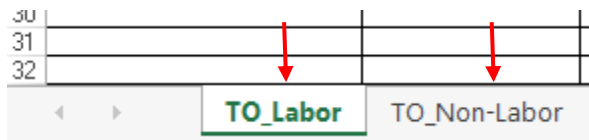
The "TO_Labor" spreadsheet is used to submit the transactions for the proposed labor price and/or cost information (e.g., labor categories, rates, levels of effort, etc.). The "TO_Non-Labor" spreadsheet is used to submit the transactions that contain all the essential non-labor price and/or cost information being proposed.

Other spreadsheets can be created in the file to assist Vendors during proposal preparation. These spreadsheets are ignored by STORMS and have no adverse effect during processing. The order of spreadsheets within the file does not matter.

The specific transaction formats for the "TO_Labor" and "TO_Non-Labor" spreadsheets are defined in the next two sections.

TO_Labor Spreadsheet (Labor Transaction Formats)

The "TO_Labor" spreadsheet contains the set of data which describes the bidder's proposed labor price and/or costs for each Task Order period, Contract Type (Cost Plus, Firm Fixed Price, Labor Hour and Time & Materials), CLIN, geographical location, and work facility.   Because most Task Order Periods of Performance (PoP) straddle two IDIQ periods of performance, there are actually two approved rates that are applicable within a given Task Order PoP (see example diagram below).
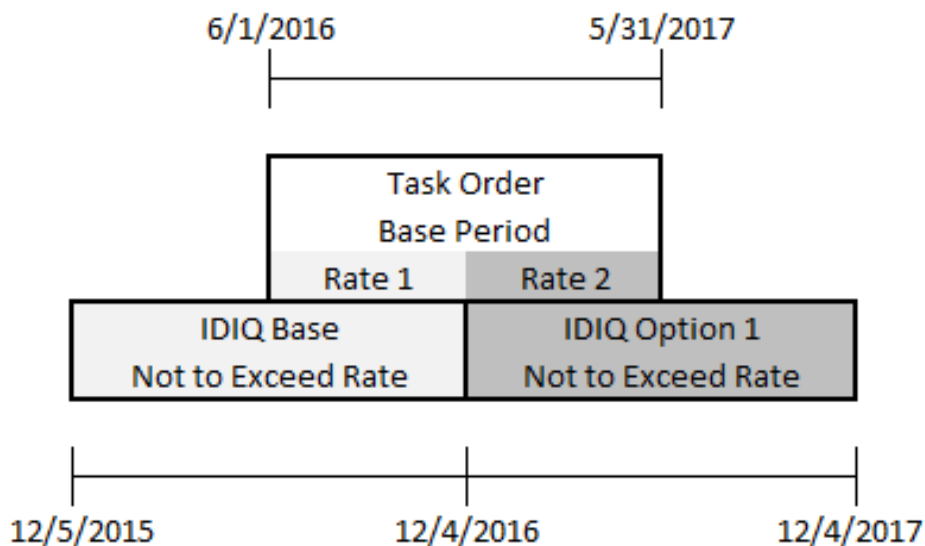
The specific PPR template column names and data formats for the proposed labor transaction submissions are shown in the example below:

Contract	TaskOrder	TaskPeriod	IDIQPeriod
HHM402-15-D-XXXX	HHM402-15-R-00XX	Base	Base

CLIN	ContractType	PriceGroup	Category
0001	CostPlus	Group 1	Configuration Manager/Specialist-Level 1

HourlyUnits	HourlyRate	Markup
1850	$35.00	1.0%

Total of Hourly Cost (w/out off-site Markup)	Total of Hourly Cost (includes off-site Markup)
$64,750.00	$65,397.50

The definitions of each column in the "TO_Labor" spreadsheet are provided below. (Note: There are no embedded spaces in the column names.)

Column Name	Contents	Field Type
Contract	Contract Number - The E-SITE IDIQ contract number of the submitting vendor (NOT the RFP number). The bidding Vendor is responsible for entering their IDIQ contract number on all the Labor lines being proposed. Any lines on the spreadsheet with a blank Contract # will be ignored during processing—this allows the Vendor to enter other data for their use such as subtotals and not affect STORMS processing.	Text
TaskOrder	Task Order Number – This number will be provided by the E-SITE PMO and will be unique for every Task Order. For PPRs submitted in response to a new Task Order solicitation or Request for Proposal (RFP), the RFP number identified in the solicitation should be used. This value must not be changed in order for the file to process correctly. Note: This element will eventually be changed to the awarded Task Order number in order to submit STORMS expense reports (but that number is not defined until the actual award is made).	Text
TaskPeriod	Task Order Period of Performance (PoP) – Identifies the PoP within the Task Order to which the proposed labor on this line applies. For DIA solicitations, the first period is usually defined as "Base" and each succeeding PoP as "Option #" such as "Option 1", "Option 2", etc. Official period names will be identified in the	Text

	solicitation; consult the E-SITE PMO and/or the DIA Contracting Officer/Specialist identified in the solicitation for any exceptions to this convention.	
IDIQPeriod	IDIQ (Contract) Period in which the work is to be performed.	Text
CLIN	Contract Line Item Number – The RFP will identify the CLINs to be proposed. Each PoP may contain multiple CLINs. Labor Category rates are managed and validated separately for each CLIN so a proposal can provide different rates on separate CLINS as long as they are within the IDIQ rate.	Text
ContractType	Contract Type – This is the type of contract proposed. The text in this column must exactly match one of the approved Contract Types as follows: • Cost Plus • Firm Fixed Price • Time and Materials • Labor Hour Use "Cost Plus" for any Cost Contract Type, such as Cost Reimbursement (CR). Use "Firm Fixed Price" for any Fixed Price contract type, such as FPFF, FPAF, FPIF, etc. This list is subject to change, and the instructions and template will be updated and communicated accordingly. Contact the E-SITE PMO with any questions or discrepancies.	Text
PriceGroup	IDIQ Price Group – This equates to the geographical locations where work is being performed. There were seven (7) price groups for the United States and six (6) foreign locations (overseas) in the original IDIQ contracts—more may be added over time, either at the IDIQ and/or the Task Order level – this direction will come exclusively from the Contracting Officer.	Text
Category	Labor Category – This is the labor category group and skill/experience level being proposed. There are 39 IDIQ approved labor categories at various skill/experience levels (0, 1, 2, 3, & 4). Not all skill/experience levels apply to all labor category groups. (Ex: "Cyber Security Officer" only has Level(s) 0, 1, 2, & 3 – it does not have a Level 4. Alternately, "Cybersecurity Systems Engineer" has Level(s) 1, 2, 3, & 4, but does not have a Level 0 option.) Any new labor category groups and/or skill/experience levels applicable to the Task Order being proposed must be approved in advance of the submission by the Contracting Officer, and coordinated with the E-SITE PMO. Otherwise, the labor category will not pass the STORMS proposal validation test.	Text

| | The Category text must exactly match one of the IDIQ categories or an approved new labor category (see Appendix A for exact strings that can be used). A full list is also included in the PPR template. | |

HourlyUnits

Total Hours – The consolidated number of hours proposed for this labor category during the period. Hours (and Rates) must be listed individually for each "combination" of Task Order and IDIQ periods that will occur during performance of the Task Order, as illustrated in the diagram on page 5. The number of hours in each line should be allocated appropriately based on the Task Order PoP and IDIQ Period dates. For example, 2000 hours are proposed to be worked during the first Task Order Period "Base", which runs from 1 September 2016 to 31 August 2017. Since the IDIQ Periods run from 5 December to 4 December each year (with the IDIQ Period "Base" from 5 December 2015 to 4 December 2016), this means there will be two periods of work during the Base period of the Task Order – one from 1 September 2016 through 4 December 2016 (TaskPeriod=Base; IDIQPeriod=Base), and the second from 5 December 2016 through 31 August 2017 (TaskPeriod=Base; IDIQPeriod=Option 1). In this example, the first period is approximately 3 months long, and the second is 9 months long; thus, ~500 of the 2,000 total hours would likely be allocated for the first period, and the remaining 1,500 for the second.

Number

HourlyRate

Hourly Rate of Labor – This is the proposed <u>fully burdened</u> labor rate for one (1) hour of work on the Task Order, regardless of the type of contract (FP, LH, T&M, CP, etc.). For Time and Materials, Fixed Price, and Labor Hour CLINs, the proposed rate must be less than or equal to the Vendor's not-to-exceed IDIQ rate for the corresponding period of the work being performed or an error will be produced in STORMS.

Currency

This specific rate applies from the start of the Task Order PoP and remains in effect for the duration of the PoP, unless authorized by a change (i.e., escalation) in the IDIQ PoP rates.

Markup

Offsite Markup Rate – This percentage markup is applied to the proposed labor rate when the Vendor's employee will work at a Contractor provided facilities (i.e., not working at a Government provided facility). No other form of markup is allowed since these costs should already be included as part of the fully loaded rate according to the IDIQ award. Markup is not authorized for work to be performed at Government facilities.

Percentage

Separate transactions are required for a Labor Category when more than one Markup rate applies (i.e., work will be conducted at two or more Contractor provided facilities which have different associated Markup costs).

Total of Hourly Cost (without off-site Markup)	Total of Hourly Costs before off-site Markup is applied – The total cost, excluding markup fee for off-site contractor facilities, based on the following formula: = (HourlyUnits * HourlyRate)	Currency
Total of Hourly Cost (includes off-site Markup)	Total of Hourly Costs with off-site markup percentage applied – Total cost for this labor line calculated as follows: = (HourlyUnits * [(HourlyRate * (1 + Markup))])	Currency

STORMS Processing Rules and Considerations

The following situations apply when processing transactions in STORMS:

- Only one (1) **consolidated** transaction is submitted for each Labor Category where the Period, CLIN, Group, and Markup are the same. STORMS will identify a duplicate transaction error when more than one line has the exact same Labor Category, Period, CLIN, Group, and Markup.
- In the situation where a Labor Category will be hosted at multiple Vendor provided facilities within the same Period, CLIN, and Price Group—only one combined transaction is submitted if the Markup rates are all the same; otherwise, a separate transaction line must be submitted for each different Markup rate showing the correct level of effort applicable to each Markup.
- Excel workbook spreadsheet names and the Column names within the transaction cannot be altered or STORMS will reject the entire spreadsheet.
- **Any row in which the Contract column is blank, is ignored.** This allows comments and subtotals to be included (if desired) as long as this column is blank.
- Additional columns can be added at the Vendor's discretion when constructing the proposal labor spreadsheet to allow for subtotals, totals and other related information. These columns are ignored by STORMS. Additional columns cannot use any of the reserved STORMS column names.
- Additional worksheets can also be added at the Vendor's discretion to allow for additional information, such as cost buildup information or breakdowns/summaries grouped by Period of Performance, Location (Group), etc. Additional worksheets cannot use any of the reserved STORMS worksheet names. Additionally, only the information contained in the TO_Labor and TO_Non-Labor worksheets will be imported and validated in STORMS; it is the Vendor's responsibility to ensure that final price proposal information is reflected in the TO_Labor and TO_Non-Labor worksheets, regardless of any additional supporting data provided in other worksheets.
- The order of the worksheet columns and worksheets does not matter.

- No new Labor Category can be submitted in a transaction unless approved in advance of submission and in writing by the Contracting Officer. <u>Any unrecognized Labor Category will be rejected by STORMS</u>. To avoid this, submit a copy of the approved new Labor Category name (exactly as approved by the Contracting Officer, and exactly how it will be submitted in the proposal) to the E-SITE PMO mail box.

TO_Non-Labor Spreadsheet

The "TO_Non-Labor" spreadsheet contains the set of data which describes the vendor's proposed non-labor costs for each Task Order period and CLIN.

The specific "TO_Non-Labor" column names and data formats for the proposed non-labor transaction submissions are as follows:

Contract	TaskOrder	TaskPeriod	CLIN	ContractType
HHM402-15-D-XXXX	HHM402-15-R-00XX	Base	0001	Firm Fixed Price

Type	TrackingID	Item	Count	Each
Travel	TR00123	Travel	1	$3000.00

Indirect	Total Cost
3.0%	$3090.60

The specific column names and data formats for the proposed non-labor transaction submissions are provided below. (Note: There are no embedded spaces in the column names)

Column Name	Contents	Field Type
Contract	Contract Number - The E-SITE IDIQ contract number of the submitting Vendor (NOT the RFP number). The bidding Vendor is responsible for entering their IDIQ contract number on all the non-labor lines being proposed. Any lines on the spreadsheet with a blank Contract # will be ignored during processing—this allows the Vendor to enter extraneous data such as subtotals and not affect STORMS processing.	Text
TaskOrder	Task Order number – This number will be provided by the E-SITE PMO and will be unique for every Task Order. For PPRs submitted in response to a new Task Order solicitation or Request for Proposal (RFP), the RFP number identified in the solicitation should be used. This value must not be changed in order for the file to process correctly. Note: This element will eventually be changed to the awarded Task Order number in order to submit STORMS expense reports (but that number is not defined until the actual award is made).	Text

| TaskPeriod	Task Order Period of Performance (PoP) – Identifies the PoP within the Task Order to which the proposed labor on this line applies. For DIA solicitations, the first period is usually defined as "Base" and each succeeding PoP as "Option #" such as "Option 1", "Option 2", etc. Official period names will be identified in the solicitation; consult the E-SITE PMO and/or the DIA Contracting Officer/Specialist identified in the solicitation for any exceptions to this convention.	Text
CLIN	Contract Line Item Number – The RFP will identify the CLINs to be used for non-labor expenses. The non-labor transaction formats are validated and stored in the database based on the CLIN.	Text
ContractType	Contract Type – This is the type of contract proposed. The text in this column must exactly match one of the approved Contract Types as follows: • Cost Plus • Firm Fixed Price • Labor Hour • Time and Materials	Text
Type	Non-Labor Expense Type – This is the type of expense being proposed. The E-SITE IDIQ contract identifies the types of expense which may be proposed. The text in this column must exactly match one of the IDIQ approved non-labor expense types as follows: Facilities Fee Hardware-Licenses and Maintenance Housing Materials OEM Payments Relocation Software-Licenses and Maintenance Special Vehicles Transportation of Equipment Travel Tuition STORMS will reject any line which does not have one of these non-labor expense types in this column.	Text
TrackingID	Unique Vendor Non-Labor Tracking Identifier –This is a unique tracking identifier provided by the Vendor and is used as a reference to the non-labor expense submitted on this transaction. When the winning Vendor's proposal file is loaded into STORMS,	Text

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	this ID is stored and used for correlating non-labor expenses as they are submitted.	
Item	Item Description – This is a description of the proposed non-labor expense. It should be detailed enough for the Contracting Office and COR to understand what is proposed.	Text
Count	Item Count – This is the total number of units proposed for this item.	Integer Number
Each	Cost Each (per Unit) – This is the single unit cost of the item defined on this line. The total cost is not required since it will be computed by STORMS as follows: Count * Each * (1 + Indirect percentage)	Currency
Indirect	Indirect Rate – This is the total of all indirect costs applied to the direct costs, in accordance with corporate accounting rules – including items such as General and Administrative (G&A) expenses, Material Handling fees, and other allowable markups.	Percentage
Total	Total Cost of Item – Calculated as follows: = Count * Each * (1 + Indirect)	Currency

Import a PPR

The import tool is located under the **Imports** section on the left navigation menu.

1. Click the **E-SITE Import PPR** link.
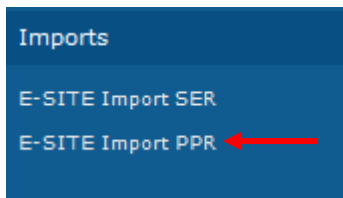
2. **Browse** for the PPR file you would like to upload and click the **Upload Proposal** button.

    Note: **You must use the E-SITE approved PPR template**.

3. A status message will display within the page whether your file was successfully uploaded OR if there were issues encountered.
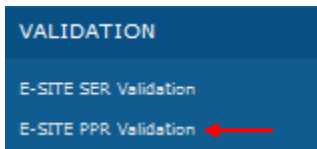

4. You will receive an e-mail when the upload process is complete.
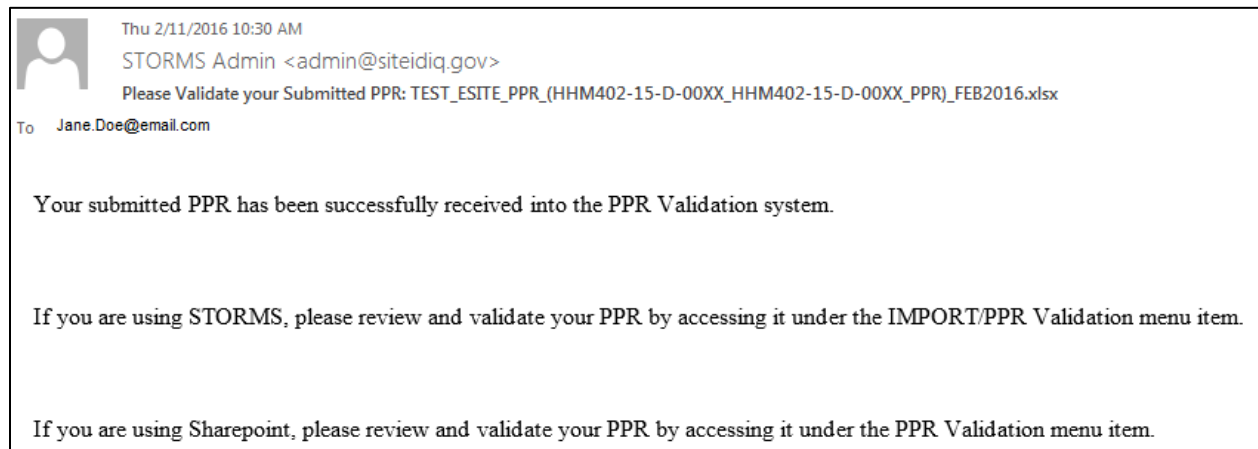
Validate a PPR

Once the PPR file has been successfully uploaded, you need to review and validate both the Labor and Non-Labor Proposals tabs before the PPR can be submitted.

1. Select the **E-SITE PPR Validation** link under the Validation section on the left navigation menu.

2. The PPR Validation page displays two sections: (1) Top grid lists the PPR files that have been uploaded by the User (only the User's uploaded files will be visible), (2) Bottom grid displays the PPR you select from the top grid.
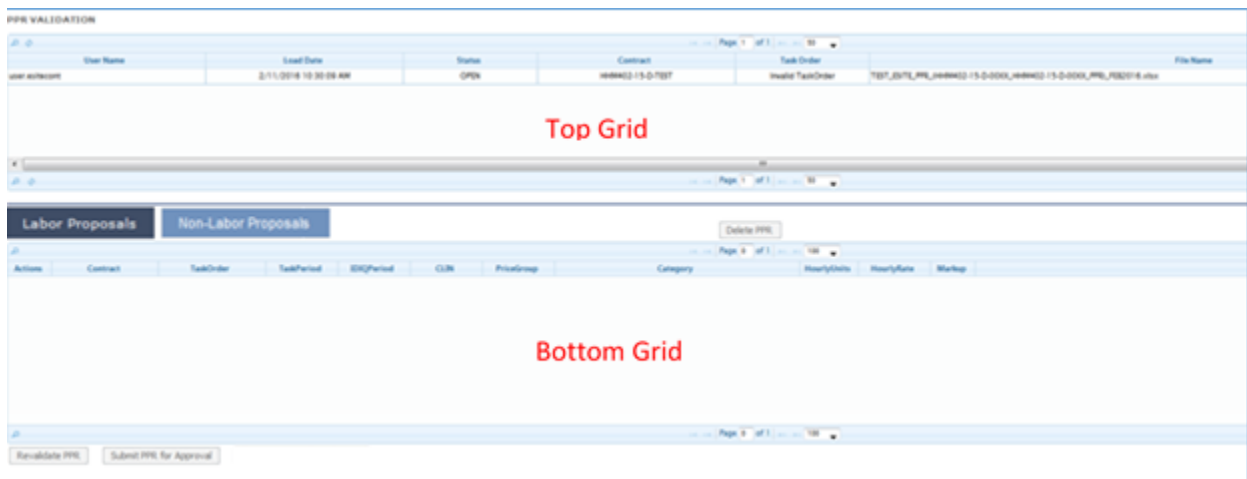
3. Select the PPR you would like to validate in the top grid. The data associated with the PPR you selected will display in the bottom grid with any errors highlighted in red. All errors must be corrected before submitting the PPR file. The Labor and Non-Labor proposals are displayed in separate tabs.

PPR Validation Overview

Displays the number of errors on the Labor Proposals sheet

Displays the number of errors on the Non-Labor Proposals sheet

Search

Labor Proposals (13 Errors)	Non-Labor Proposals (4 Errors)

Alternate Edit: Click in the row to make sure it is highlighted. Right-click the row to bring up the menu options.

🔍 + Add New Row ⤢ Export to Excel

Actions	Contract	TaskOrder	TaskPeriod
✏ 🗑	HHM402-15-D-TEST	❓ TBD-TO_TASK	❓ BASE
✏ 🗑	HHM402-15-D-TEST	❓ TBD-TO_TASK	❓ BASE
✏ 🗑	HHM402-15-D-TEST	❓ TBD-TO_TASK	❓ BASE
💾 ⊘	HHM402-15-D-TEST	TBD-TO_TASK	OPTION 1
✏ 🗑	HHM402-15-D-TEST	❓ TBD-TO_TASK	❓ BASE

✏ Edit
💾 Save
🗑 Delete

Save ⎯⎯⎯⎯⎯ Cancel
💾 ⊘
✏ 🗑
Edit ⎯⎯⎯⎯⎯ Delete

Add a new row to the PPR

Generates a copy of the data in the PPR Validation grid in Excel format. This file can be reimported.

Displays the total number of Errors for Labor and Non-Labor Proposals rows.

🔍 + Add New Row ⤢ Export to Excel |◀ ◀◀ Page 1 of 1 ▶▶ ▶| 100 ⌄

Revalidate PPR   Submit PPR for Approval   16 of the 16 Proposal Rows Contain Errors. Please Correct the Errors and Revalidate.

❓ If there are errors, the cell with the error will be highlighted in red. If you hover over the cell, you will see a detailed error message.

ERROR: Reduce rate to comply with associated period of performance and CLIN

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Edit a PPR

1. Click the ✎ icon in the *Actions* column next to the row you would like to edit.

2. After you have made changes to the row, click the 💾 icon to save the data.

3. After all changes have been made, click the **Revalidate PPR** button at the bottom of the grid. If there are still errors, they will be highlighted in the grid. If the data is valid, the message at the bottom of the grid will display:
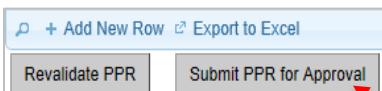
    0 of the PPR Rows Contain Errors.

4. After all of the errors have been corrected, click the **Submit PPR for Approval** button at the bottom of the grid. The Status column next to the PPR you submitted will change from **OPEN** to **SUBMITTED** in the top grid.

Note: Upon award, STORMS will only maintain the Task Order price data from the winning Vendor.

Export to Excel

1. Click the [⌐ Export to Excel] button.
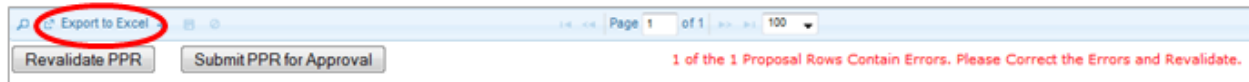
2. Make changes to the file and reimport the file. Refer to the **Import a PPR** section of this document.

Delete a PPR

Contact your **Portfolio Manager** if you need to delete your PPR from the system. The **Status** column in the grid will display **LOCKED** status indicating no further edits are permitted for the specified PPR file.

Please note, it is not necessary to delete your existing PPR file in order to upload a new PPR file. The system has not processed your file until you have validated and submitted for approval.

APPENDIX A – ABBREVIATIONS

Abbreviation	Definition
CLIN	Contract Line Item Number
IDIQ	Indefinite Delivery/Indefinite Quantity
ODC	Other Direct Cost
OTSS	Outside Technical Support Services
PoP	Period of Performance
PPR	Price Proposal Report
RFP	Request for Proposal
SLIN	Sub Line Item Number (also known as "Sub-Contract Line Item Number")
E-SITE	Enhanced Solutions for the Information Technology Enterprise
STORMS	SITE Task Order and Requirements Management System

APPENDIX B - E-SITE IDIQ LABOR CATEGORIES

Configuration Manager/Specialist-Level 0
Configuration Manager/Specialist-Level 1
Configuration Manager/Specialist-Level 2
Configuration Manager/Specialist-Level 3
Cybersecurity Officer-Level 0
Cybersecurity Officer-Level 1
Cybersecurity Officer-Level 2
Cybersecurity Officer-Level 3
Cybersecurity Systems Engineer-Level 1
Cybersecurity Systems Engineer-Level 2
Cybersecurity Systems Engineer-Level 3
Cybersecurity Systems Engineer-Level 4
Cybersecurity Technical Specialist/Expert-Level 1
Cybersecurity Technical Specialist/Expert-Level 2
Cybersecurity Technical Specialist/Expert-Level 3
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Auditor/Inspector-Level 1
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Auditor/Inspector-Level 2
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Auditor/Inspector-Level 3
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Auditor/Inspector-Level 4
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Incident Responder-Level 1
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Incident Responder-Level 2
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Incident Responder-Level 3
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Incident Responder-Level 4
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Infrastructure Support-Level 1
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Infrastructure Support-Level 2
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Infrastructure Support-Level 3
Cybersecurity-Computer Network Defense Service Provider (CND-SP) Infrastructure Support-Level 4
Cybersecurity-Information Assurance/Security Assessor-Level 1
Cybersecurity-Information Assurance/Security Assessor-Level 2
Cybersecurity-Information Assurance/Security Assessor-Level 3
Cybersecurity-Information Assurance/Security Assessor-Level 4
Database Administrator-Level 1
Database Administrator-Level 2
Database Administrator-Level 3
Database Engineer-Level 1
Database Engineer-Level 2
Database Engineer-Level 3
Field Service Technician-Level 1
Field Service Technician-Level 2
Field Service Technician-Level 3
Graphics Specialist-Level 0

Graphics Specialist-Level 1
Graphics Specialist-Level 2
Hardware Engineer-Level 1
Hardware Engineer-Level 2
Hardware Engineer-Level 3
Hardware Support/Maintenance Technician-Level 0
Hardware Support/Maintenance Technician-Level 1
Hardware Support/Maintenance Technician-Level 2
Hardware Support/Maintenance Technician-Level 3
Information Technology Analyst-Level 1
Information Technology Analyst-Level 2
Information Technology Analyst-Level 3
Information Technology Data Analyst-Level 1
Information Technology Data Analyst-Level 2
Information Technology Data Analyst-Level 3
Installation Specialist-Level 0
Installation Specialist-Level 1
Installation Specialist-Level 2
Installation Specialist-Level 3
IT Logistics Technician-Level 0
IT Logistics Technician-Level 1
IT Logistics Technician-Level 2
Network Administrator-Level 1
Network Administrator-Level 2
Network Administrator-Level 3
Network Engineer-Level 1
Network Engineer-Level 2
Network Engineer-Level 3
Process Improvement/Process Re-Engineering Analyst-Level 1
Process Improvement/Process Re-Engineering Analyst-Level 2
Process Improvement/Process Re-Engineering Analyst-Level 3
Program Manager-Level 1
Program Manager-Level 2
Program Manager-Level 3
Program Manager-Level 4
Program Support Specialist-Level 0
Program Support Specialist-Level 1
Program Support Specialist-Level 2
Project Manager-Level 1
Project Manager-Level 2
Project Manager-Level 3
Project Scheduler-Level 0
Project Scheduler-Level 1
Project Scheduler-Level 2
Quality Assurance Manager/Specialist-Level 1
Quality Assurance Manager/Specialist-Level 2
Quality Assurance Manager/Specialist-Level 3

Satellite Field Service Technician-Level 1
Satellite Field Service Technician-Level 2
Satellite Field Service Technician-Level 3
Service Desk Specialist-Level 0
Service Desk Specialist-Level 1
Service Desk Specialist-Level 2
Software Engineer-Level 1
Software Engineer-Level 2
Software Engineer-Level 3
Software Engineer-Level 4
Software/Web Developer-Level 1
Software/Web Developer-Level 2
Software/Web Developer-Level 3
Storage Administrator-Level 1
Storage Administrator-Level 2
Storage Administrator-Level 3
Subject Matter/Functional Expert-Level 2
Subject Matter/Functional Expert-Level 3
Subject Matter/Functional Expert-Level 4
Systems Administrator-Level 1
Systems Administrator-Level 2
Systems Administrator-Level 3
Systems Administrator-Level 4
Systems Architect-Level 1
Systems Architect-Level 2
Systems Architect-Level 3
Systems Engineer-Level 1
Systems Engineer-Level 2
Systems Engineer-Level 3
Systems Engineer-Level 4
Technical Writer-Level 0
Technical Writer-Level 1
Technical Writer-Level 2
Technical Writer-Level 3
Test Engineer-Level 0
Test Engineer-Level 1
Test Engineer-Level 2
Test Engineer-Level 3
VTC Engineer-Level 1
VTC Engineer-Level 2
VTC Engineer-Level 3
VTC Operator-Level 0
VTC Operator-Level 1
VTC Operator-Level 2

APPENDIX C – E-SITE LABOR PRICE GROUPS

Group 1
Group 2
Group 3
Group 4
Group 5
Group 6
Group 7
GERMANY
IRAQ AND AFGHANISTAN
QATAR
SEOUL, KOREA
TOKYO, JAPAN
UNITED KINGDOM

General descriptions of the locations defined for Groups 1 thru 7 are shown on the next pages. Any US location not already assigned to Price Groups 1 through 6 will be priced at Group 7 rates. Questions regarding Group descriptions should be directed to the Contracting Officer, who will make final determination and resolve any discrepancies or exceptions.

US Locations - By Group			
	*Note: If not listed herein, the rate will be based on a Group 7 pay rate.		
State	**County**	**Price Group***	**US Site/City/Metro Area**
CA	Los Angeles	Group 1	Los Angeles
CA	San Bernardino	Group 1	Fort Irwin, National Training Center
NJ	Monmouth	Group 1	Fort Monmouth
CO	Denver	Group 2	Denver
HI	Honolulu	Group 2	Pearl Harbor, Camp Smith, Hickam AB, Ft. Shafter (Oahu)
AK	Anchorage	Group 3	Fort Richardson
AK	Fairbanks North Star	Group 3	Fort Wainwright
AK	SE Fairbanks	Group 3	Fort Greely
AL	Jefferson	Group 3	117th Intelligence Squadron, Birminghan
AR	Pulaski	Group 3	Little Rock AFB, North Little Rock
CA	San Diego	Group 3	San Diego, Camp Pendleton, Oceanside
DC	Washington	Group 3	Washington DC Metro Area

MD	Anne Arundel	Group 3	Washington DC Metro Area, Ft. Meade
MD	Calvert	Group 3	Washington DC Metro Area
MD	Charles	Group 3	Washington DC Metro Area
MD	Frederick	Group 3	Washington DC Metro Area
MD	Harford	Group 3	Washington DC Metro Area, US Army Aberdeen Test Center
MD	Montgomery	Group 3	Washington DC Metro Area
MD	Prince George's	Group 3	Washington DC Metro Area
MD	St Mary's	Group 3	Washington DC Metro Area
VA	Alexandria	Group 3	Washington DC Metro Area
VA	Arlington	Group 3	Washington DC Metro Area
VA	Fairfax	Group 3	Washington DC Metro Area, Fort Belvoir
VA	Falls Church	Group 3	Washington DC Metro Area
VA	Fauquier	Group 3	Washington DC Metro Area
VA	King George	Group 3	Washington DC Metro Area
VA	Loudoun	Group 3	Washington DC Metro Area
VA	Prince William	Group 3	Washington DC Metro Area, Quantico
VA	Stafford	Group 3	Washington DC Metro Area
WA	Island	Group 3	Whidbey Island, RIPO-1, Oak Harbor
CA	Alameda	Group 4	Camp Parks, W ARISC, Dublin
FL	Dade	Group 4	Miami, SOUTHCOM HQ
FL	Duval	Group 5	Jacksonville
GA	Fulton	Group 5	Fort McPherson
NC	Cumberland	Group 5	Ft. Bragg
AL	Madison	Group 6	Redstone Arsenal, Huntsville
FL	Orange	Group 6	Orlando
OH	Montgomery	Group 6	Wright Paterson Air Force Base, Dayton
AL	Calhoun	Group 7	Fort McClellan
AZ	Cochise	Group 7	Fort Huachuca
AZ	Pima	Group 7	Davis Monthan, Tucsan
CO	El Paso	Group 7	Colorado Springs
FL	Hillsborough	Group 7	Macdill Air Force Base, Tampa
GA	Clayton	Group 7	Fort Gillem, SE ARISC, Forest Park
GA	Liberty	Group 7	Fort Stewart
GA	Richmond	Group 7	Fort Gordon
IL	Edgar	Group 7	Scott AFB
IL	Lake	Group 7	FT Sheridan, NC ARISC
IL	Rock Island	Group 7	Rock Island Arsenal
KS	Geary	Group 7	Fort Riley
KS	Leavenworth	Group 7	Fort Leavenworth
KY	Christian	Group 7	Fort Campbell

MA	Middlesex	Group 7	Ft. Devens, Natick Soldier Center RIP-18
MI	Wayne	Group 7	Detroit, Naval Air Reserve Center Selfridge, Mt. Clemens
MN	Montgomery	Group 7	Minneapolis, RIPO-10
NC	Onslow	Group 7	Camp LeJeune
NE	Sarpy	Group 7	Offut AFB
NY	Jefferson	Group 7	Fort Drum
NY	Oneida	Group 7	Rome Labs, ONI/DIA, Rome
OK	Comanche	Group 7	Fort Sill
PA	Franklin	Group 7	Letterkenny Army Depot, Strategic Studies Institute
SC	Charleston	Group 7	Charleston AFB
SC	Richland	Group 7	Fort Jackson
TN	Shelby	Group 7	Memphis, RIPO-Memphis, Millington
TX	Bell	Group 7	Fort Hood
TX	Bexar	Group 7	Lackland AFB, San Antonio
TX	El Paso	Group 7	Fort Bliss
UT	Salt Lake	Group 7	Draper, Army National Guard, Salt Lake City
VA	Albemarle	Group 7	Charlottesville
VA	Caroline	Group 7	Fort A. P. Hill
VA	Norfolk	Group 7	Norfolk
VA	Suffolk City	Group 7	Suffolk
VA	Virginia Beach	Group 7	Virginia Beach, NSWC, Damneck
WA	Pierce	Group 7	Fort Lewis
	*Note: If not listed herein, the rate will be based on a Group 7 pay rate.		